



CONTACT



+966543851019



Ahmed.adel879@gmail.com



Gada

EDUCATION

University

2010 - 2013

Education

Higher Institute for Advanced
Studies

AWARDS & CERTIFICATIONS

Bachelor of Management
Information Systems

icdl

SKILLS

Data Entry, Data Analysis, Data
Cleansing, Spreadsheet
Management, Database
Management, Microsoft Excel,
Google Sheets, php, html, Data
Visualization, Problem-Solving,
Time Management, Critical
Thinking,
Strong Communication,
Organizational Skills, Process

AHMED ADEL

Data Entry Professional

PROFILE

Results-driven Data Entry Specialist with over 5 years of experience in maintaining high accuracy and efficiency in data management. Demonstrates proficiency in Excel and database systems, having improved data entry speed by 30% and reduced errors by 40%. Skilled in data analysis, entry, and cleansing with a keen eye for detail. Proven ability to streamline workflows and contribute to team productivity, offering a unique blend of technical expertise and a commitment to excellence in data integrity and accuracy.

WORK EXPERIENCE

WEBSITE DEVELOPER

Freelancer

2013:2014

- Negotiate contracts and complex real estate transactions
- Provide excellent customer service to clients
- Update and maintain client files
- Research and monitor the local real estate market
- Develop marketing campaigns for properties
- Utilize social media platforms to market properties
- Participate in open houses and home tours

Private business management

2014:2021

Vodafone Customer Service 2021:2022

Cashier in Al-Falah Restaurants Series

2023:2024